

UNITED STATES GOVERNMENT

# Memorandum

TO : Building Planning Staff

DATE: 5 November 1969

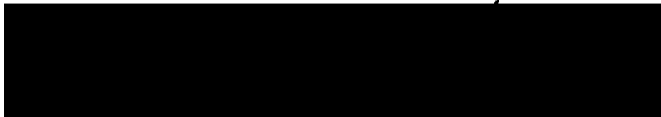
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FROM :   
Chief, Logistics Reference Room

SUBJECT: Ordering of Publications

1. Per the attached Memorandum, in the future it will be necessary for requests for publications be signed by a GS-15 or above.
2. Your requests for publications should be filled out on Form 357, which is available in my office only.
3. Those offices that do not have any Forms 357 may obtain them from my office, Room 1126-A Ames Bldg. or call Extension 3086 and we will be glad to send a supply to you.

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Chief, Logistics Reference Room